

ARTICLE 8. DEVELOPMENT MODIFICATION

PERMIT PROCESS CHECKLIST/FLOW CHART

1. A RESIDENTIAL OR MIXED USE (3.325) PROJECT?

☒ YES → CONTINUE THROUGH DEVELOPMENT MODIFICATION

☐ NO → CHECK WITH STAFF FOR PERMITTING REQUIREMENTS

2. MEETS THRESHOLDS?

FOUR (4) OR MORE NEW DWELLING UNITS IN 'OUTLYING' DISTRICTS?

OR

SIX (6) OR MORE NEW DWELLING UNITS IN 'CENTER' DISTRICTS?

☒ YES → CONTINUE THROUGH DEVELOPMENT MODIFICATION

☐ NO → CHECK WITH STAFF FOR PERMITTING REQUIREMENTS

3. DEVELOPMENT MODIFICATION REVIEW PROCESS

(Under subdivision approval, Site Plan Review (SPR) approval, or Special Permit (SP))

☒ APPLICANT CONTACTS STAFF TO ENSURE PREPARATION OF A COMPLETE APPLICATION, INCLUDING POINT PROPOSALS, PROPOSED TOTAL POINTS, & TWO REQUIRED PRELIMINARY PLANS (with and without Development Modification)

☒ APPLICANT SUBMITS COMPLETED APPLICATION. CONSERVATION & DEVELOPMENT STAFF PROCESS APPLICATION AS FOLLOWS:

☒ COPIES OF APPLICATION SENT TO TOWN STAFF & ADVISORY BOARDS/COMMITTEES FOR REVIEW.

☒ CONSERVATION & DEVELOPMENT STAFF REVIEW & MEMO

☒ PUBLIC HEARING SCHEDULED; ABUTTERS & PUBLIC NOTIFIED

☒ PERMITTING BOARD PUBLIC HEARING HELD; APPLICANT PRESENTS; BOARD QUESTIONS; PUBLIC COMMENTS RECEIVED; PUBLIC HEARING CLOSED

☒ PERMITTING BOARD DELIBERATES; DETERMINES POINTS; REVIEWS PERMIT CRITERIA (10.38 OR 11.24); REACHES DECISION w/ CONDITIONS (if applicable)

☒ BOARD DECISION DRAFTED, REVIEWED & SIGNED

☒ DECISION FILED W/ TOWN CLERK & REGISTRY OF DEEDS